

Bicycle and Pedestrian Advisory Committee (BPAC)
Meeting Minutes
July 28, 2005

1. Call to Order.

Chair Alfano called the Bicycle and Pedestrian Advisory Committee (BPAC) meeting to order at 7:35 p.m. A quorum was achieved.

Members Attending:

David Alfano, Michael Barnes, Karyl Matsumoto, Matt Grocott, Mike Harding, Julie Lancelle, Sue Lempert, Mark Meadows, and Cory Roay.

Staff/Guests Attending:

Walter Martone and Sandy Wong - C/CAG Staff. Guests were Stan Workman-Foster City, Andrew Wong and Thomas Or-San Mateo, and Mo Sharma-Daly City.

2. Public Comment On Items Not On The Agenda.

None.

3. Minutes of April 28, 2005 meeting.

Motion: Member Lempert moved/Matsumoto seconded approval of the April 28, 2005 minutes. Member Lancelle abstained. Motion carried.

4. Status report on bicycle/pedestrian work being performed by staff.

Staff provided a status report on various bicycle and pedestrian-related work that are either on-going or waiting to be started. BPAC concurred with the prioritization of tasks and encouraged staff to keep up the good work.

5. Extend Half Moon Bay Year 2000 TDA Article 3 project.

The City of Half Moon Bay has requested an extension of the \$485,146 in TDA Article 3 funds for the Route 92 widening project until September 30, 2007. The reason for the extension is because the roadway portion of the project is funded from the State Transportation Improvement Program (STIP), which has been delayed. Construction sequence requires the roadway portion be built before the bike portion. BPAC concurred with the funding extension request because Half Moon Bay has been diligent in pursuing the project.

Motion: Member Lempert moved/Lancelle seconded recommending an extension of \$485,146 in TDA Article 3 funds for Half Moon Bay Route 92 widening project until September 30, 2007. Motion passed unanimously.

6. Critique TDA Article 3 Scoring and Ranking Process: follow-up.

There was substantial debate on whether to set aside TDA Article 3 funds for pedestrian projects, and if so, how much. The positive aspect is that it would stimulate the submission of more pedestrian projects and guarantee a minimum amount of funds be spent on pedestrian projects. MTC has already set the policy of a minimum 25% Federal Regional Bike/Pedestrian Program funds be spent on pedestrian projects. The next round of the Federal Regional Bike/Pedestrian Program project selection for San Mateo County will be the responsibility of C/CAG, and BPAC is expected to make the recommendations. Since it will be BPAC's first time to implement the 25% minimum requirement for pedestrian projects as required by MTC, it was decided not to apply such requirement to the TDA Article 3 program yet. Instead, BPAC decided to set a goal of 25% TDA Article 3 funds be spent on pedestrian projects.

Motion: Member Lancelle moved/Barnes seconded to accept the recommended items 1 through 8 in the staff report and set a goal of a minimum 25% of TDA Article 3 funds be spent on pedestrian projects for the next TDA Article 3 funding cycle, and define pedestrian projects in a consistent manner with MTC's definition. Motion passed unanimously.

Member Matsumoto suggested to set minimum local match requirements for TDA Article 3 applications at a sliding scale, i.e., higher cost projects will require a higher percentage of local match. The current scoring system gives 0 to 10 points to projects with 0% to 50% local match, but there is no minimum requirement. After some discussion, BPAC decided not to set such a minimum local match requirement. Instead, it was suggested by Member Lempert that in the next call for projects letter, it should be highlighted that local match **will** impact scoring.

7. Project scoring analysis (eliminating high/low scores).

Motion: Member Lempert moved/Matsumoto seconded to eliminate a high and a low score when computing an overall average project score to be used in the ranking of Transportation Development Act (TDA) Article 3 projects. Motion passed unanimously.

8. Upcoming Federal and TDA Article 3 funding cycles.

This item was tabled for discussion at the next meeting when there will be more definitive information regarding the Federal Regional Bike/Pedestrian Program from MTC.

9. Public membership appointment criteria and appointment of public and elected members.

Staff made an amended recommendation and requested the BPAC to form a subcommittee to develop criteria and qualifications for BPAC public membership because several public memberships will be up for renewal soon.

BPAC decided to postpone the recommendation of an eighth public member and a ninth elected member. There was some discussion on the possibility of having alternate public members. But the sentiment was that it will not work well because an alternate member may only attend meetings when the regular member is not available. Hence, there will be lack of continuity on subject matters.

Motion: Chair Alfano moved/Member Grocott seconded to form a subcommittee consisting of

elected members to develop criteria and qualifications for BPAC public membership. Member Lancelle opposed. Motion carried.

Members Matsumoto, Lempert, and Barnes volunteered to be on the subcommittee to develop recommendations by the September 2005 BPAC meeting.

10. Countywide Pedestrian Plan.

Staff has modified Chapter 16 (Pedestrian Chapter) of the Countywide Transportation Plan (CTP) to be used as a foundation for a Countywide Pedestrian Plan. BPAC indicated that the modified Chapter 16 is fairly comprehensive and can be used as a guide for agencies to develop pedestrian projects. Suggestions were made to add a section on Transit Oriented Developments (TOD) to provide aesthetic improvements in order to encourage people to walk, and to provide connectivity between home, transit, and jobs.

Motion: Member Lancelle moved/Member Lempert seconded to accept the Pedestrian Chapter from the Countywide Transportation Plan, including modifications made by staff, as the foundation for a Countywide Pedestrian Plan, to be reviewed and revised as appropriate. Motion passed unanimously.

11. Countywide Bicycle Plan revised projects #3 through #6, and #10.

There were quite a few unanswered questions regarding the specifics of the projects presented. Findings for Project #4 need more investigation as to why San Mateo County does not advocate use of Middlefield Road as a bicycle route. Member Grocott stated that Ralston Avenue shouldn't be an east-west connector. Member Lempert stated that the Hillsdale Avenue bike/ped crossing should be added to the mix of projects. It was mentioned that field trips to visit the project sites would be helpful. The 15 projects included in the Countywide Bicycle Plan were developed with substantial efforts six to seven years ago and conditions may have changed for some of the projects since then. It was decided that each of these projects deserve close examination during this update. Any action on these projects was deferred until later.

12. Member Communications.

Member Grocott suggested staff communicate BPAC's request to the County Public Works for better project presentation and more competitive projects from the County jurisdiction as part of the bicycle and pedestrian project funding process and the need for a BPAC-like committee for the County jurisdiction to support bicycle and pedestrian improvements. For example, the County Parks & Recreation Commission may perform such function. Staff should report back to BPAC with the outcome of this request.

13. Adjournment

The meeting ended at 9:25 p.m.